

Questions and Answers
Fall 2002 Housing Trust Fund Application

Section Number	Section Heading	Topic	Question	Answer	Date Posted
205.1	Market Study	Market Study	I have a project preserving a 99-unit HUD 236 project. 74 of the units have a project-based Section 8. Do I need a market study?	Yes, a market study is required. The basis for requiring the market study is to support the need for non-subsidized units. As reviewers, we would want to know what the market is for the 25 unsubsidized units, even though they are a portion of a project that has subsidized units.	7/24/02
205.3	Phase 1	Environ Assessment	If we are seeking acquisition of a turn-key development, are the site specific studies, such as soils, Level 1 and Biological Assessment required by HTF? No construction would be done and the Purchase Agreement would specify C of O's as one of the conditions of sale.	A Phase 1 is still needed. Assuming no additional rehabilitation work is proposed on the project, it would be considered a new, existing project – thus soils and biological studies would not be required. If the Phase 1 is more than 12 months old, an update is needed. Any purchase of an existing multi-family building requires a current or updated Phase 1.	7/24/02
205.6	Appraisal	Appraisal	The funding request is to enable a for-profit partner, within a limited partnership, to be bought out by the non-profit. The legal ownership is still the same partnership. Is an appraisal still required?	You will need an update of the last appraisal if more than 12 months old than the HTF application due date. You may also consider a new appraisal if more appropriate.	7/24/02
300	Purpose	Stage 1	Can I schedule a pre-application conference with HFU staff after the Stage 1 submission but before the Stage 2 submission.	Yes.	7/24/02